

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES

BOARD OF DIRECTORS REGULAR MEETING

July 15, 2004

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:31 p.m.

ROLL CALL: Attending Directors: President Shawn McGraw, Vice President Leonard Woren, Secretary Fran Pollard, and Board Member Ric Lohman. Treasurer Matthew Clark was out of town.

Attending Staff: General Manager Chuck Duffy, Administrator Delia Comito, and District Legal Counsel Jonathan Wittwer.

PLEDGE OF ALLEGIANCE: President Shawn McGraw led those present in reciting the Pledge of Allegiance

GENERAL PUBLIC PARTICIPATION
None.

ACTION AGENDA

- PUBLIC HEARING: Consideration of a Resolution adopting the Sewer Service Charge Report for Fiscal year 2004-2005 and the Delinquent Garbage Service Charge Report for Fiscal Year 2003-2004, and authorizing the collection of said charges on the San Mateo County Tax Roll.**

This Public Hearing was continued from the June 17, 2004 Board of Directors meeting. The District has not received any oral or written objections or protests to the Sewer Service Charge Report and the Delinquent Garbage Service Report. The General Manager noted that the report was generated in-house for the first time this year. Legal Counsel Jonathan Wittwer suggested modifications to the Resolution presented, inserting "*and duly continued to July 15, 2004,*" after the referenced date of the hearing, where appropriate.

ACTION: Director Woren moved to approve the Resolution adopting the Sewer Service Charge Report for Fiscal year 2004-2005 and the Delinquent Garbage Service Charge Report for Fiscal Year 2003-2004, and authorizing the

collection of said charges on the San Mateo County Tax Roll, as modified above by Legal Counsel. (Res. 2004-010) (Woren/Pollard). Approved 4-0.

2. Consideration of permit application: Point Pillar Properties, APN 047-081-370.

The General Manager had been working with the applicant on a staff level and had received a copy of the most current plans for the project and a copy of the Development Agreement between the County and Point Pillar Project, LLC for District records. The applicants were seeking a permit entitling 67.3 units of capacity for the hotel and retail portions of the project, and had submitted the County Building Department building permit pick-up notice to the District. The Staff Report recommended Board approval of a permit entitling 25.3 capacity units, 14.3 for the retail mall and an additional 11 for eleven extended stay hotel units based on conversations with the County Building Department. However, the applicants stated that the building permit approved by the County did not include the eleven extended stay units.

ACTION: Director Woren moved to approve a sewer connection permit for APN 047-081-370, for 14.3 ERU's or for the capacity required for the project set forth in the County project application upon Staff verification of the scope of the project currently approved by the County, and written verification from Coastal Commission Staff of a valid Coastal Development Permit (CDP). (Woren/Lohman). Approved 3-1; Pollard opposed.

3. Consideration of application to LAFCo for possible reorganization into a Community Services District, Approval of Notice of Intention to file application, and possible action on related matters.

The General Manager reviewed the draft LAFCo application presented in the agenda packets and the process to move forward to reorganize into a CSD. He indicated that if approved by the Board the application would then be submitted to LAFCo. He explained that the application would more than likely require additional changes based upon the review by LAFCo staff. He will bring back the required environmental documentation at the next meeting. The following public member addressed the Board:

G.A. Laster – an El Granada resident in favor of the reorganization.

ACTION: Director Woren moved to submit the LAFCo application and to approve the Notice of Intention to file the application and its mailing. (Woren/Pollard). Approved 4-0.

4. Consideration of the Assessment District Administrative budget.

The General Manager reviewed the expenses itemized on the Assessment District budget worksheet provided in the agenda packet. Following a general discussion, the Board approved the following action:

ACTION: Director Pollard moved to approve the Assessment District Administrative Budget as presented. (Pollard/ Woren). Approved 4-0 .

5. Consideration of Medio Creek sewer line crossing and capital improvement alternatives report.

Following a short discussion, it was decided that a special meeting field trip would be held at the location of the Medio Creek pedestrian bridge on the August 19, 2004 date of the next regular board meeting at 6:00 p.m.

6. Consideration of Appointing Director Pollard as the GSD Representative to the California Special Districts Association.

ACTION: Director Woren moved to appoint Director Pollard as the GSD Representative to the California Special Districts Association. (Woren/Pollard). Approved 4-0.

ACTION: Director Woren moved to direct staff to draft a by-law allowing the Board President to appoint alternates to attend the California Special Districts Association meetings. (Woren/Pollard). Approved 4-0.

ACTION: Director Lohman moved to authorize the Board President to appoint an alternate to attend the California Special Districts Association meetings. (Lohman/Pollard). Approved 4-0.

7. Consideration of Selection of Regular Special District Member to San Mateo Local Agency Formation Commission (LAFCo), and of Resolution Appointing a Director as the Alternate Representative for the GSD on the LAFCo Independent Special District Selection Committee.

After a general discussion regarding the candidates, President McGraw will fill out and mail in the ballot.

CONSENT AGENDA

- 8. Approval of Special Meeting minutes for June 17, 2004.**
- 9. Approval of Regular Meeting minutes for June 17, 2004.**
- 10. Approval of July 2004 warrants totaling \$103,658.44 (#1610 - #1642).**
- 11. Approval of Administrative Costs Fund distribution #11 for \$6,113.76.**
- 12. Approval of April 2004 Financial Statements.**
- 13. Approval of May 2004 Financial Statements.**
- 14. Approval of agreement with Grice, Lund & Tarkington to provide auditing services for the fiscal year ending June 30, 2004.**

ACTION: Director Pollard moved to approved Consent Agenda. (Pollard/Lohman). Approved 4-0.

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

15. Sewer Authority Mid-Coastside: June 28, 2004.

Director Woren reported on the new aeration technology to be tested by Carollo Engineers.

16. Report on other seminars, conferences, or committee meetings.

Director McGraw reported on her attendance at a press conference held in San Jose on July 14, 2004 regarding the effect of the state budget crisis on special districts. She was one of five persons invited to speak at the conference.

INFORMATION CALENDAR

17. General Manager's Report.

Nothing further reported.

18. Administrator's Report.

The Administrator reported that Leiza Bretz would be providing part-time staff assistance starting in August.

19. Engineer's Report, May 2004.

Nothing further reported.

20. Attorney's Report.

Nothing further reported.

FUTURE AGENDA ITEMS:

The Board directed the District General Manager, General Counsel and reappointed the Ad Hoc Measure A Committee to agendize and present any alternatives it may recommend to address the problems created for the District while the LCP Update is pending and wet weather overflows continue, in light of voter-adopted Measure A limiting infrastructure capacity to buildout.

ADJOURN REGULAR MEETING: The meeting adjourned at 10:02 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: August 19, 2004